**Mixbook**

**Create your own electronic Scrapbook!**

1. Go to [www.mixbook.com](http://www.mixbook.com).
2. Click “Signup” in the upper right, and complete the form using a FAKE EMAIL ADDRESS! Write down the email address and password you use. Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Password: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Click the “Create” tab at top.
4. In the “Title” box, type in the topic of your Mixbook.
5. In the “Description” box, type the first and last names of all group members.
6. Leave the “Tags” box empty.
7. Do not select a category from the “Category” pull-down menu.
8. In the “Viewable By” box, select “Only Those Invited.”
9. Do not make a change in the “Invite” box.
10. Click “Create Mixbook.”
11. Select the type of book: “Select Landscape.”
12. Under the yellow “Select Theme” button, click on “I don’t want to choose a theme.”
13. Exit out of the “Select Photos” box and the blue training box.
14. In the middle of the screen, to the left of the front cover of your book, click on “Click to Insert Spine Text.” Enter your title, and format the text as you wish.
15. Click “Add page” in the lower right for as many pages as you’ll need.
16. Select a layout for each page by clicking on the “Layouts” tab at the top. When selecting a layout, consider how much text and how many pictures you want to include.
17. Click on the “Add Photos” button on the top. Click on “Upload,” and browse to the location where you saved your images. Click on the images you would like to use in your Mixbook, and click “Open.” After images appear, exit out of the Add Photos box. Drag your images to the desired pages. You may crop, rotate, etc. on the tool bar which appears after inputting picture.
18. To add text, click in the type box and type. You can control color, font, etc by using the toolbar which appears when typing. If you need to add additional text boxes, click on “Add Text Item.”
19. Select a background for each page by clicking on the “Backgrounds” tab in the top. You may use the same background throughout if you like.
20. To embellish your pages, click on **“**Stickers.” Drag the selected stickers to the desired location on the page. Stickers can be resized using the corner arrows.
21. You may click **“**Save**”** at the top, although your work is automatically saved for you.
22. Click “Preview” (top) when you have finished. Flip from page to page by clicking on the top corners. Make changes if needed.
23. Your Mixbook will be saved to your account. If you wish to continue editing your Mixbook, simply log in once again, and click on the “Edit” button for your book.